

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE N/A		PAGE 1	OF 6 PAGES
2. AMENDMENT/MODIFICATION NO. 0001		3. EFFECTIVE DATE 08/22/2008		4. REQUISITION/PURCHASE NO. FTA-08-0514		5. PROJECT NO. (If applicable)
6. ISSUED BY CODE		DTFT60		7. ADMINISTERED BY (If other than Item 6) CODE		DTFT60
U.S. Dept of Transportation/FTA Federal Transit Administration 1200 New Jersey Ave, SE Washington, DC 20590				U.S. Dept of Transportation/FTA Federal Transit Administration 1200 New Jersey Ave, SE Washington, DC 20590		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, county, State and ZIP Code)				9A. AMENDMENT OF SOLICITATION NO. DTFT60-08-R-00022		
				9B. DATED (SEE ITEM 11) 08/08/2008		
				10A. MODIFICATION OF CONTRACT/ORDER NO.		
				10B. DATED (SEE ITEM 13)		
CODE		FACILITY CODE				

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☒ is extended, is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

- (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

- ☐ A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
- ☐ B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
- ☐ C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
- ☐ D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

See page 2 for purpose of amendment 0002.

The date and time for receipt of proposals has been extended from Friday, September 5, 2008, 3:00pm EST to Monday, September 8, 2008, 2:00 pm EST.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) James Harper, Jr.	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA By _____ (Signature of Contracting Officer)	16C. DATE SIGNED

The purpose of this amendment to RFP DTFT60-08-R-00022 is to:

1. Answer submitted questions from interested offerors;
2. Extend the proposal due date.

Offeror Questions and Answers

- 1) Are questions submitted by interested bidders available for review? If so, where can this information be found?

Answer: Yes, all questions are being answered in this document and will be available for review by all prospective bidders.

- 2a) What is the estimated award date and/or start date of this contract?
2b) What is the anticipated award date for this solicitation?

Answer: The current contract expires October 31, 2008. The new contract is expected to begin November 1, 2008. The award date is anticipated to be in early October 2008.

- 3) In consideration of the holiday weekend and the complexity of this RFP, would the government consider an extension of the proposal due date?

Answer: Yes. The proposal due date has been extended to 2:00pm EST on Monday, September 8, 2008.

- 4a) How many FTE's are currently supporting this contract and what positions are they performing? Would the Government provide labor category descriptions for these positions?
4b) What is the present contractor organization structure for maintaining the NTD, including FTEs as well as part time hours – total hours per year.
4c) Can you identify the number of incumbent staff associated with the services for each CLIN?

Answer: The current contract is a firm fixed-price contract, thus information on specific staffing levels for the incumbent contractor are not available. Additionally, there have been some significant changes to the scope of work in the proposed contract, relative to the existing contract. Offerors are encouraged to propose innovative solutions to meet the performance requirements of this contract.

- 5a) Please clarify the key positions. The Operations Manager is listed as key personnel in the table on Page 55 (Section L Instructions) but is missing from the table on page 43 (Section G.7 Key Personnel).
5b) The staff descriptions differ in three sections of the RFP. Can you confirm which positions are correct and of those which are key personnel.

- 5c) Please clarify key personnel. Section L lists an Operations Manager while Section G.7 does not.
- 5d) Section G6 (page 42), Professional Staffing, identifies six key positions including Project Manager, Computer Manager, Transit Program Specialist, Publication Manager, Senior Analyst, and Senior Programmer. Section L1 (page 53), Basic Instructions, identifies seven key positions including Project Manager, Computer Manager, Operations Manager, Transit Program Specialist, Publication Manager, Senior Analyst, and Senior Programmer. Please indicate which section is correct.

Answer: The list of Key Personnel identified in C.6 (page 30) is definitive. Specifically, C.6 identifies the following key personnel:

- Project Manager (and alternate)
- Annual and Monthly Module (Urbanized Area) Subject Matter Expert
- Safety & Security Subject Matter Expert
- Rural Module Subject Matter Expert
- Technical Lead
- Staff Member able to fluently speak, read, and write in Spanish

- 6) Section C.3 indicates, “The Contractor shall ensure that technical assistance is available to NTD reporters between 8am and 8pm Eastern time.” As this support on the current contract is being provided only until 6pm Eastern Time, is this a new requirement we need to consider in our pricing? Please clarify.

Answer: This is a new requirement. Since the writing of the previous contract, the NTD has expanded to include additional reporters in the Pacific, Alaska, and Hawaiian time zones, as well as reporters from US Pacific Island territories. Offerors should consider all contract requirements, including this one, in their pricing. Offerors are encouraged to develop innovative ways of meeting the contract requirements, including this one, and describing these solutions in their technical proposal.

- 7) How many Reporting Manuals are to be printed for each cycle?

Answer: Please refer to CLIN 0008 in the RFP. “The contractor shall deliver five color, printed and bound copies of each final manual to FTA each year.” There is a Reporting Manual produced each reporting cycle for each of the four NTD Modules, with five copies of each, that makes a total of 20 Manuals.

- 8) Could you please clarify “The contractor shall utilize the DOT Infrastructure at their location, using FTA-supplied workstations, network equipment, and telecommunications circuits...”

Answer: FTA will supply workstations and a T1 line to the winning offeror. The workstations and T1 line will be installed at the contractor’s site on a mutually-agreeable date. Once FTA installs the DOT Infrastructure, the winning offeror will be required to use this infrastructure for the performance of the work under this contract. DOT maintains the Active Directory, email, DHCP/DNS, network, Internet access, and other

commonly associated "IT Infrastructure" that the contractor will be required to use, including all security policies and procedures.

- 9) Will the incumbent contractor be available for participation in the transition? If so, for how long?

Answer: Respondents should not presume that the contractor will be available for participation in the transition in preparing their proposals. The current contract expires October 31, 2008. FTA staff will be available for consultation and support on all issues related to the transition.

- 10) The RFP states: "The contractor shall operate all NTD Modules using the existing architecture, and assume operations on November 1, 2008 in a smooth transition from the existing system." Does the government anticipate a ramp-up period between the November 1 and the award date? If so, what is that period? Does the "existing system" refer to the present system physical location or to the system location under the new contract?

Answer: "A smooth transition" means that the NTD Online Reporting System continues to accurately collect and record data, the NTD Website remains available to data users, and a minimum level of technical assistance continues to be available to reporters. The government intends to award this contract at such a time to allow as much of a ramp-up period before the award date as possible. Otherwise, the successful offeror may need to complete the ramp-up to full performance during the first month of the contract. The current physical location will remain the location for the production and COOP environment after the award of the contract; specifically the NTD system will use the DOT data centers for production and COOP servers, including Internet access, DMZ, firewalls, and similar hardware and software.

- 11) Can you confirm the current location of the production, test and development, and COOP servers?

Answer: The production servers are currently located at Integrated Communications Solutions, Inc. (ICS) in Frederick, MD. The COOP servers are currently being installed in the Department of Transportation Headquarters Building in Washington, DC. These servers will be installed by the award date of this contract. The test and development servers are located at the site of the incumbent contractor.

- 12) Can you confirm that the production and test and development servers will be relocated? Is it required that any relocation be completed by November 1?

Answer: The production servers are in their permanent location at ICS in Frederick, MD. There are no plans to relocate them. The test and development servers will be relocated to the site of the successful offeror. This relocation does not need to be completed by November 1. The relocation will be completed on a mutually-agreeable date between FTA and the successful offeror.

- 13a) Please identify the size and configuration of each server associated with the NTD.
13b) Please provide the specifications of the development and test servers/equipment that the Government will provide to be housed in the contractor facility.

Answer: The Production environment will consist of four servers, two Web Servers in the DMZ, a Database server running Oracle 11g R1, and an Application Server. Each are Hewlett-Packard DL 380 G5 Servers running Windows 2003 Server 64 bit OS, Dual CPU with 4 GB of memory each.

The COOP environment will be nearly identical to the production environment, except with only one Web Server instead of two.

The Government will provide 4 servers for the test and development environment, likely HP DL 380 G3 or G4 running the same software as the production environment.

- 14) Please characterize the Java development environment and the operational environment. What tools and COTS products are employed?

Answer: The answer to this question will be addressed on Monday, August 25, 2008 as amendment 0002.

- 15) Page 21 para 3 under CLIN 0008 refers to "the Systems Development Lifecycle". Could you provide a link or reference to the associated documentation?

Answer: The answer to this question will be addressed on Monday, August 25, 2008 as amendment 0002.

- 16) The Solicitation includes a range of 2 to 10 sessions per year [for NTD Training Workshop Support]. The CLIN cost table allows for one line item quote for this requirement. Should our quote be submitted in the form of a range or as a total cost quote for the minimum number of workshops?

Answer: Prices should be provided for CLIN 0010 on a "per Training Session" basis.

- 17) In Section B, Quantity ranges are provided for several of the CLINS (i.e. 0008, 0009, 0010, 0012, 0021, 0022, 0023, 0025). Please confirm if the Government would like to see Total Price provided by ranges or if the Government would rather see one Total Price using the maximum values of the Quantity Ranges provided.

Answer: CLINs 0008, 0009, and 0012 should be bid on a per hour basis. The Total Price provided should include the minimum Total Price (which would be the minimum total amount of the Government's obligation), as well as the maximum Total Price (which would be the maximum amount of task orders the government can assign to the contractor.)

- 18) For ease in sequentially numbering pages electronically, would the Government consider eliminating "cover letters, tabs, dividers" from the 60-page limit?

Answer: Yes. Cover letters, tabs, and dividers should not be included in the page count.

- 19) Does the Government intend to specify font type, size, and margins for proposal?

Answer: No. This is at the offeror's discretion.

- 20) Does DOT accept proposal deliveries at the NJ Avenue location, or is there a separate mail processing facility? If the latter, how many days in advance of the due date shall we plan to deliver?

Answer: Proposals will be accepted at the DOT Headquarters Building, East Entrance. Offerors are to contact Contract Specialist, Ledra Post, at extension 62502 when making the delivery. A representative from DOT will then retrieve the proposal submission from the offeror.

Closing Date Information

This amendment extends the date and time for receipt of proposals from Friday, September 5, 2008, 3:00pm EST to Monday, September 8, 2008, 2:00pm EST.